

**CITY OF BLOOMINGTON
parks and recreation**

A-1

08/28/2012

**Board of Park Commissioners
Regular Meeting
Minutes**

Tuesday, July 24, 2012
4:00 – 5:30 p.m.

Council Chambers
401 N. Morton St.

CALL TO ORDER

The meeting was called to order by Mr. Carter at 4:06 p.m.

Board Present: John Carter, Joe Hoffmann, Jane St. John

Board Absent: Les Coyne

Staff Present: Mick Renneisen, Judy Seigle, Becky Barrick-Higgins, Kristy LeVert, Dave Williams, Julie Ramey, Barb Dunbar, Dee Tuttle, Kriste Lindberg, Ellen Campell, Lysie Haag, Jeigh Hockersmith, Kim Ecnabarger, Steve Cotter, Leslie Brinson

A. CONSENT CALENDAR

- A-1. Approval of Minutes of June 26, 2012 Meeting
- A-2. Approval of Claims Submitted June 27 – July 23, 2012
- A-3. Approval of Non-Reverting Budget Amendments
- A-4. Review of Business Report

Ms. St. John made a motion to approve the Consent Calendar as presented. Mr. Hoffmann seconded the motion. Motion unanimously carried.

B. PUBLIC HEARINGS/APPEARANCES

B-1. Public Comment Period

No public comment at this time.

B-2. Bravo Award – Mike Hayes - Girls Softball Coach

Ms. Hockersmith addressed the Board and stated that the July Bravo Award is being presented to Mike Hayes for his contributions to the Girls' Fastpitch Softball program. As a new employee this spring, Ms. Hockersmith has made it a priority to observe all of the league coaches and immediately Mr. Hayes stood out as a dedicated and committed volunteer. Many times he helped with equipment, answered questions she didn't know how to answer, and handled situations before they escalated. She also began to realize how dedicated he is to the girls in the program and seeing to it that they had a positive experience. He made it a goal of his for the summer to ensure that a special needs participant on an opposing team had a positive experience. Mr. Hayes was able to share this goal with his team and, under his leadership, they were able to help him accomplish this goal when the girl scored her first run of the season! He made a positive impact on all of the girls. In addition to volunteering with the Parks department, Mr. Hayes also volunteers for the Hoosiers Outrun Cancer committee and he is the chairman of his church board.

Mr. Hayes addressed the Board and stated that he has a 10 year old daughter and finds coaching the girls very rewarding. He said he really enjoys the league play much more than the tournament play. He finds league play less competitive and uses it as a teaching opportunity for the girls.

B-4. Staff Recognition – Kristy LeVert/Kriste Lindberg

Ms. Higgins addressed the Board and stated that Ms. LeVert has resigned her position with the Department and her last day of work is July 31. She began working with the Department in September 2001 and didn't expect to be here long as her background was not in the parks and recreation field. Until 2007, Ms. LeVert worked with the afterschool and youth programs at the Banneker Community Center. During the winter months, she also played a role in the Bloomington Youth Basketball Program. She helped create and build a strong afterschool program, including the current collaboration with Fairview Elementary School. Late in 2007, following a re-organization within the Recreation Division, Ms. LeVert joined the Community Events team. She has solicited nearly \$50,000 in sponsorships for the Performing Arts Series and coordinated the many artists who participate in the A Fair of the Arts, fine crafts and arts fair. She also managed the partnerships with Civic Theater, coordinated the annual Festival of Ghost Stories and assisted with many community events. Most recently, Ms. LeVert focused on assisting with the Switchyard master plan process and called it "inspiring."

Ms. LeVert addressed the Board and thanked them for the opportunity to work for such a great department. It's been very rewarding.

Mr. Cotter addressed the Board and acknowledged Ms. Lindberg for receiving a "Certificate of Special Recognition" by the Indiana Department of Environmental Management. Ms. Lindberg works a lot on stormwater and karst education. This award was presented to her on May 17.

Ms. Lindberg addressed the Board and stated that it's always a pleasure to work with the Parks Department. She's now working at the state and national levels with karst and stormwater education projects.

C. OTHER BUSINESS

C-1. Review/Approval of Purchase of Playground Equipment for RCA Park

Ms. Dunbar addressed the Board seeking approval of the purchase of playground equipment for RCA Park. She stated that the department utilized a Request for Proposal (RFP) method for the playground equipment and eight proposals were received. Staff recommends approval of the following purchases:

- Central Play Unit for 5-12 yrs. \$44,000
- Central Play Unit for 2-5 yrs. \$25,000
- Climber \$18,000
- Sand Digger (2) \$1,800
- 4 Bay Arch Swing \$6,500
- Interlocking Safety Tiles \$19,680
- Engineered Wood Fiber \$7,793.75

The vendor is Sinclair Recreation, LLC/Game Time. The total purchase price is \$122,773.75 with funding provided through a Community Development Block Grant. Additional pieces from a separate vendor will be purchased adding \$6,000 - \$8,000 to the total.

Ms. St. John made a motion to approve the playground equipment purchase for RCA Park. Mr. Hoffmann seconded the motion. Motion unanimously carried.

C-2. Review/Approval of 2013 Parks General Fund Budget Proposal

Mr. Renneisen addressed the Board seeking approval of the proposed 2013 Parks General Fund Budget. He stated that the 2013 budget was developed using a "zero based" budget model. This model assesses the costs of every department service using no previous budget history and builds a budget based on the needs for each service. In addition, a budget retreat was held with the Board to receive input and determine priorities. Budget hearings begin in July with the City Council. The department's mission is to strive to provide the highest quality parks, recreation services and greenspace to enhance the quality of life for our community.

Department Highlights:

- 2007 Gold Medal Award winner
- 2001 CAPRA accredited; reaccredited in 2006 and 2011
- 20 program units
- Over 1,000 program offerings annually
- Over 1,040,000 recorded participations in 2011
- Responsible for over \$50 million of City assets
- Manage/maintain 2,362 acres of property

Priorities:

- Innovation Projects
 - Create/maintain over 50 partnerships that reduce the cost of delivering services
 - Enhance revenue streams
 - Review/adjust fees annually
 - Seek new income from sponsors
 - Explore new maintenance models to lower cost of maintaining parks/facilities
- Sustainability
 - Continue facility improvements related to reduction of energy use at TLRC and FSC
 - Lower vehicle miles driven by changing maintenance practices
 - Eliminated 9 vehicles from fleet in past 3 years
 - Increase efficiency of operations by reducing, consolidating or eliminating products/services that are towards the end of their life cycle
- Identify Future Community Parks & Recreation Interests
 - Completed a Community Attitude and Interest Survey in fall 2011
 - Using results to identify key community initiatives to develop Department's 2013-17 Master Plan
- Health & Wellness
 - Twin Lakes Recreation Center
 - Programs/products designed to improve the health and wellness of the community
 - Non-reverting budget
 - Funded primarily by user fees
 - B-Line Trail completion
 - Formal/informal use
 - Health/Wellness initiatives for City employees
- Improve Access to Twin Lakes Recreation Campus
 - Improve access to the Twin Lakes Recreation Center and Sports Park – TIF funded project
 - Important safety/accessibility issue
- Economic Impact/Improve Property Values
 - TLRC has generated \$5 million in economic impact for the community in its 3rd year of operation and over \$15 million since purchased in May 2009
 - B-Line Trail increases opportunities for economic impact by attracting visitors and creating a “commerce trail” for businesses
 - 22nd National Softball Tournament in 2013 – ASA Girls' 23uA/B and 18uA Northern Nationals
 - ASA National tournaments have generated \$20+million for local economy
- Infrastructure Repair
 - 41 park sites
 - 12 facilities
 - 2,362 acres

- 30 miles of trails
 - 26 playgrounds
 - 42 parking lots
 - 24 picnic shelters
 - 78 landscape plots
 - 40 outdoor court surfaces
- Future Community Park
 - Complete an Implementation Plan for the development of Switchyard property.
 - Use results of 2012 Master Plan.
 - Identify funding sources/uses.

Budget Summary:

- Personal Services (line 100) \$4,506,754
- Supplies (line 200) \$552,547
- Other Services (line 300) \$1,472,892
- Capital Outlays (line 400) \$20,000

The department's total 2013 general fund budget request is \$6,552,193. Projected general fund revenue for 2013 is \$1,194,700 and \$2,184,247 in non-reverting for a total of \$3,378,947. Mr. Renneisen expressed his thanks to the Parks and Recreation team for their outstanding efforts.

Ms. St. John expressed her concerns with stretching staff resources so thin and people working hard to do more with the same amount or fewer resources. At what point do we share these concerns with the public?

Mr. Hoffmann stated that the department has a great track record, and it's an investment in the City. Many of the programs and events offered by the department have a positive economic impact on the community and make Bloomington a more desirable place to live.

Ms. St. John made a motion to approve the 2013 general fund budget. Mr. Hoffmann seconded the motion. Motion unanimously carried.

C-3. Review/Approval of 2013 Parks Non-Reverting Fund Budget Proposal

Mr. Renneisen addressed the Board seeking approval of the 2013 Parks and Recreation Non-Reverting budget request.

Background:

- NR fund established as an "enterprise fund"
- Allows staff flexibility to meet customer interests
- Reduces reliance on the general fund tax base
- Developed with "zero-based" budget model
- Incorporated input from staff specialists, supervisors, managers & division directors
- Conducted budget development retreat with the Board of Park Commissioners to receive input and determine budget priorities

NR Budget & the TLRC:

- The Twin Lakes Recreation Center has operated for 37 months since purchased in May 2009
- Budget changes in 2013 reflect actual expenses and revenue from three full years (May 2009-May 2012) of operation
- Proceeds from the bond sale paid the debt service (capitalized interest) for TLRC in 2010, 2011 and part of 2012
- Current reserve is \$511,371
- 2013 payment is \$502,035

2012 to 2013 Non-Reverting Budget Changes:

- Increase in regular wages
 - Moving Farmers' Market staffing fully into NR based on Board's cost recovery goals
- Increase in temporary wages in various budget units to reflect actual expenses and movement from general fund to non-reverting
 - Increase in temporary wages in Aquatics due to reduction in general fund budget
- Increase in office supplies due to decrease in general fund budget
- Increase in other supplies due to movement from general fund to non-reverting budget
- Increase in other repair and service lines due to aging equipment/machinery
- Other non-reverting budget units remain relatively unchanged

Budget Summary:

- Personal Services (line 100) \$655,244 (an increase of \$49,938)
- Supplies (line 200) \$449,016 (an increase of \$7,884)
- Other Services (line 300) \$1,056,567 (an increase of \$69,887)
- Capital Outlays (line 400) \$2000 (periodic capital improvements are authorized based on NR reserves)
- Total Non-Reverting Fund Request = \$2,162,828 (an increase of \$129,709)
- Projected Revenue = \$2,184,247
- Anticipated surplus for 2013 = \$21,419 (*TLRC bond payment is reflected in expenses)
- Non-Reverting balance as of 1/01/12: \$1,246,704 (includes TLRC reserve/capitalized interest). Current balance as of 7/16/12: \$1,640,163

Ms. St. John made a motion to approve the 2013 non-reverting budget. Mr. Hoffmann seconded the motion. Motion unanimously carried.

D. REPORTS

D-1. Recreation Division – No Report

D-2. Operations Division – No Report

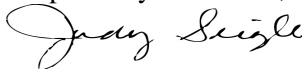
D-3. Sports Division – No Report

D-4. Administration Division – No Report

ADJOURNMENT

Meeting adjourned at 5:10 p.m.

Respectfully Submitted,



Judy Seigle, Secretary Board of Park Commissioners